



J. TYLER McCAULEY  
AUDITOR-CONTROLLER

**COUNTY OF LOS ANGELES  
DEPARTMENT OF AUDITOR-CONTROLLER**

KENNETH HAHN HALL OF ADMINISTRATION  
500 WEST TEMPLE STREET, ROOM 525  
LOS ANGELES, CALIFORNIA 90012-2766  
PHONE: (213) 974-8301 FAX: (213) 626-5427

December 30, 2005

TO: Mayor Michael D. Antonovich  
Supervisor Gloria Molina  
Supervisor Yvonne B. Burke  
Supervisor Zev Yaroslavsky  
Supervisor Don Knabe

FROM: J. Tyler McCauley   
Auditor-Controller

SUBJECT: **GROUP HOME PROGRAM MONITORING REPORT – TRINITY  
CHILDREN AND FAMILY SERVICES; TRINITY-YUCAIPA GROUP  
HOME**

We have completed a review of Trinity-Yucaipa Group Home (Group Home or Agency) operated by Trinity Children and Family Services. The Group Home contracts with the Department of Children and Family Services (DCFS) and the Probation Department (Probation).

Trinity-Yucaipa Group Home is a sixty-six bed facility, which provides care for boys ages 12-17 years who exhibit behavioral, social, and emotional difficulties. At the time of the monitoring visit, Trinity-Yucaipa Group Home was providing services for forty-eight Los Angeles County Probation children, seven children from Riverside County Probation Department, six children from Orange County Probation Department, three children from Santa Clara County Probation Department, one child from San Bernardino County Probation Department, and one child from San Diego County Probation Department.

Trinity-Yucaipa Group Home is located in San Bernardino County.

**Scope of Review**

The purpose of the review is to determine whether the Agency is providing the services as outlined in their Program Statement. Additionally, the review covers basic child safety and licensing issues, and includes an evaluation of the Agency's Program Statement, internal policies and procedures, child case records, a facility inspection,

*"To Enrich Lives Through Effective and Caring Service"*

and interviews with children placed in the Group Home at the time of the review. Interviews with children are designed to obtain their perspectives on the program services provided by the Agency, and to ensure adherence to the Foster Youth Bill of Rights.

### **Summary of Findings**

The Agency is providing the treatment services as outlined in their Program Statement. However, the Agency needs to address deficient areas.

Trinity-Yucaipa Group Home needs to repair four desks; refinish a TV cabinet, a bedroom cabinet and dresser drawers; replace a bathroom light; include the treatment team in the implementation of the Needs and Services Plans (NSPs) with input from the child; develop comprehensive NSPs that include long and short-term goals; and provide all children with opportunities to maintain life books/photo albums.

Attached is a detailed report of the review.

### **Review of Report**

We discussed our report with the Agency's management. In response to the recommendations made in the report, the Agency's management completed a corrective action plan (attached) which we approved. We thank the management and staff for their cooperation during our review.

If you have any questions, please contact me, or have your staff contact Mike Pirolo at (626) 293-1110.

JTM:MP:CC:dl

[http://auditor.co.la.ca.us/group\\_home.asp](http://auditor.co.la.ca.us/group_home.asp)

### **Attachments**

c: David E. Janssen, Chief Administrative Officer  
David Sanders, Ph.D., Director, DCFS  
Paul Higa, Chief Probation Officer  
Diana Corea, Administrator, Trinity Children and Family Services-Yucaipa  
Public Information Office  
Audit Committee

**Trinity Children and Family Services  
Trinity-Yucaipa Group Home  
10776 Fremont Street  
Yucaipa, California 92399  
Phone: (909) 797-0114  
License Number: 360900416  
Rate Classification Level: 12**

**I. Facility and Environment**

**Method of assessment – Observation**

**Comments:**

Trinity-Yucaipa Group Home is located in a residential community. The Group Home consists of five living units; Aquarian, Brother, Gemini, Leo, and Raider. The exterior of the Group Home is well maintained. The grounds are clean, and adequately landscaped.

The interior of the Group Home is well maintained. The common quarters are neat and clean. There is adequate furniture and lighting in the Group Home. The Group Home provides a home-like environment. However, in the dayroom of the Brother unit, one of the desks and a TV cabinet are damaged. In the Raider unit, the bathroom light in bedroom six is not working.

Children's bedrooms are clean and orderly, and have age-appropriate personalized decorations. Window coverings and window screens are in good repair. The mattresses are comfortable, and the beds all have a full complement of linens. Children's sleeping arrangements are appropriate. There is adequate furniture, lighting, and storage space.

However, in the Aquarian unit, a cabinet and a wooden desk top are worn. In the Gemini unit, the drawers of the dresser in bedroom six are scratched, discolored, and worn. In the Raider unit, the Formica desk tops in bedrooms three and four are chipped.

The Group Home maintains age appropriate and accessible recreational equipment. There are also board games, TVs, and a DVD player. Books and resource materials, including a computer with a variety of programs, are also available.

The Group Home maintains a sufficient supply of perishable and non perishable foods.

**Recommendations**

**1. Trinity Children and Family Services Management:**

- a. Repair or replace the damaged desk in the dayroom of Brother unit.
- b. Repair and refinish the game TV cabinet top in the dayroom of Brother unit.
- c. Refinish the cabinet in bedroom one of Aquarian unit.
- d. Refinish the desk in bedroom three of Aquarian unit.
- e. Repair the desk tops in bedrooms three and four of Raider unit.
- f. Repair the light in bathroom six of Raider unit.
- g. Refinish the dresser drawers in bedroom six of Gemini unit.

**II. Program Services**

**Method of assessment – Review of relevant documents and interviews**

**Sample size for interviews: Seven**

**Comments:**

Children meet the Group Home’s population criteria as outlined in their Program Statement. Children are assessed for needed services within thirty days of placement.

The treatment team does not develop and implement the Needs and Services Plans (NSPs) with input from the child. One NSP is current; however, the NSPs are not comprehensive, and do not include long and short-term goals.

Case files reflect adequate documentation to show that children are receiving treatment services.

**Recommendations**

**2. Trinity Children and Family Services Management:**

- a. Include the treatment team in the development and implementation of the NSPs with input from the child.

- b. Provide NSPs that are comprehensive and include short and long term goals.
- c. Provide and maintain current NSPs for each child.

**III. Educational and Emancipation Services**

**Method of assessment – Review of relevant documents and interviews**

**Sample size for interviews: Seven**

**Comments:**

Children are attending school. Children are provided with educational support and resources to meet their educational needs, and are progressing satisfactorily in school. The Group Home’s program includes the development of children’s daily living, self-help, and survival skills.

Children are provided with opportunities to participate in emancipation and vocational programs as appropriate.

**Recommendations**

**There are no recommendations for this section.**

**IV. Recreation and Activities**

**Method of assessment – Review of relevant documents and interviews**

**Sample size for interviews: Seven**

**Comments:**

The Group Home provides children with sufficient recreational activities, and leisure time. Children are given opportunities to participate in planning activities.

Children are allowed to participate in extra-curricular, enrichment, and social activities in which they have an interest.

The Group Home provides transportation to and from the activities.

**Recommendations**

**There are no recommendations for this section.**

## **V. Psychotropic Medication**

### **Method of assessment – Review of relevant documents**

#### **Comments:**

Children have current court authorizations for psychotropic medication. Documentation confirms that children are routinely seen by the prescribing psychiatrist.

Children are informed about their psychotropic medication, and are aware of their right to refuse medication.

Medication distribution logs are properly maintained.

#### **Recommendations**

**There are no recommendations for this section.**

## **VI. Personal Rights**

### **Method of assessment –Interviews with children**

**Sample size for interviews: Seven**

#### **Comments:**

Children are informed about the Group Home's policies and procedures. Children report that they feel safe in the Group Home, and are provided with appropriate staff supervision. Children express satisfaction with the quality of their interactions with staff, and report that staff treats them with respect and dignity.

Children report that they are assigned chores that are reasonable and not too demanding. Children are allowed to have private visitors, to make and receive personal telephone calls, and to send and receive unopened correspondence and mail. Children are able to attend religious services of their choice.

Children report that the discipline policies are consistently enforced and that there are fair and appropriate consequences for inappropriate behavior.

Children report satisfaction with meals and snacks.

Children receive voluntary medical, dental, and psychiatric care.

#### **Recommendations**

**There are no recommendations for this section.**

## **VII. Clothing and Allowance**

**Method of assessment – Review of relevant documents and interviews**

**Sample size for interviews: Seven**

### **Comments:**

The Group Home provides appropriate clothing, items of necessity, and the required \$50 monthly clothing allowance to children. Children are given opportunities to select their own clothes. Clothing provided to children is of good quality and of sufficient quantity.

The Group Home provides children with the required minimum base allowance. Children are permitted to spend their allowances as they choose.

The Group Home provides children with adequate personal care items.

One child is encouraged and assisted in creating and maintaining a photo album/life book; however, the other child does not have a photo album/life book.

### **Recommendation**

- 3. Trinity Children and Services Management encourage and assist all children in creating and maintaining photo albums/life books.**

TO: Ms. Candace Rhue, Group Home Audit Supervisor  
County Of Los Angeles Department Of Auditor-Controller

FROM: , Campus Director  
Trinity\*Yucaipa

DATE: September 22, 2005

SUBJECT: Group Home Monitoring Report

CC: , Trinity Children and Family Services

**I. Facility and Environment**

**Recommendation:**

- a. "Repair or replace the damaged desk in Brother's unit dayroom".  
Done, picture of replaced desk enclosed.
- b. "Repair and refinish the game TV cabinet top, in Brother's unit".  
Done, picture of replaced cabinet enclosed.
- c. "Repair the light in bathroom six of Raider's unit".  
The bathroom light was repaired.
- d. "Refinish the cabinet in the bedroom one in Aquarian's unit".  
Done, picture of replaced desk enclosed.
- e. "Refinish the deck in bedroom three of the Aquarian's unit".  
Done, picture enclosed.
- f. "Refinish the dresser drawers in bedroom six of Gemini's unit".  
Done, picture of refinished dresser enclosed.
- g. "Repair the desk tops in bedrooms three and four of Raider's unit".  
Done, picture of refinished dresser drawers enclose.

Maintenance Coordinator, will perform weekly facility "walkthroughs" to assure that the interior and exterior physical plant is well maintained. Each Unit Supervisor will perform daily checks of their units, and will write work orders to the maintenance department as needed, for repairs. Programs Coordinators, and will perform unannounced visits to assure a well maintained facility.

## II. Program Services

### Recommendation:

#### 2. Trinity Children and Family Services Management:

- a. **Provide a treatment team to develop and implement the NSPs with input from the child.**

The development and implementation of the NSPs includes the input of the clients and the placing Probation Officers. Based on the audit dated August 29, 2005, a letter to the Probation Officers was developed. The sample letter is enclosed requesting Probation Officers to attend NSP meetings and participate with their input. They can also provide in writing goals they would like to implement.

- b. **Provide NSPs that are comprehensive and include short and long term goals.**

Enclosed is a sample of a revised NSP. The revised NSP, shows evidence that the Probation Officer and client participated.

- c. **Provide and maintain a current NSP for each child.**

- i. **Clothing and Allowance**

i, Clinical Coordinator will monitor that the NSP procedure and **Memory Book** is maintained for each child.



*Empowering Children for Life™*

TRINITY YUCAIPA

Invitation for Treatment Planning

To:  
From:  
Date:  
Re:

We will be having a treatment/needs and services planning meeting for your client on \_\_\_\_\_ at \_\_\_\_\_. We are requesting your attendance at this meeting. Please let us know if you are going to be able to attend. If you are unable to attend this meeting, please complete the bottom section of this letter and return it to us so we have the most up-to-date information and your input on the client. We appreciate all your assistance.

\_\_\_\_\_ I will attend the meeting

\_\_\_\_\_ I am unable to attend, but I have the following information to contribute:

Probation Officer's input into the needs and services plan/treatment:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Probation Officer's Signature

\_\_\_\_\_  
Date



*Empowering Children for Life*

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Probation Officer's input into the needs and services plan/treatment:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Probation Officer's Signature

\_\_\_\_\_  
Date

TRINITY YUCAIPA  
10778 Fremont Street  
Yucaipa, California 92399  
T. (909) 797-0114

Trinity Residential Services is a division of Trinity Youth Services.

www.trinityyucaipa.org